



EXECUTIVE OFFICE OF THE PRESIDENT
BUREAU OF THE BUDGET
WASHINGTON 25, D. C.

August 1, 1949

TO THE HEADS OF AGENCIES

In the Cabinet meeting on Friday, I understand that the President discussed his Executive Order calling for continued efforts to improve the operations of the Executive Branch. In this connection I am enclosing a copy of the Bureau of the Budget Bulletin No. 50-2, which is issued in accordance with Executive Order 10072. This Bulletin describes the kind of information to be submitted by agencies with their budget estimates for review by the Bureau of the Budget on behalf of the President. As the success of the President's program depends primarily upon the responsible heads of departments and agencies and their subordinate operating officials, I would suggest that you designate one of your top operating officials to give special attention to this program.

If my staff can give you any assistance in developing your plans for action under this program, I hope you will not hesitate to call upon me.

Sincerely yours,

Frank Pace Jr
Director

Enclosure